

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
APRIL 28, 2014

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of April was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, April 28, 2014, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, John Graf, Greg Husmann, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller and City Attorney Skip Wieser.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda, including additional bills, for this regular meeting:

- 1.1 MINUTES – APRIL 14, 2014
- 1.2 MINUTES – APRIL 21, 2014
- 1.3 BILLS PAYABLE THROUGH APRIL 24, 2014

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Buehler made a motion, seconded by Member Graf, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – ELEMENTARY SCHOOL SITE REVIEW

Police Chief Nelson reviewed with Council the proposed changes in parking and signage around the Elementary School. The City has the discretion to make the proposed changes without completing the requested engineering and traffic investigation. The engineering and traffic investigation would be required to lower the speed limit around the Elementary School. The proposed changes in Ordinance No. 268 would be to change the

no parking from the corner of South 4th and Oak Streets from 60 feet to 397 feet and to be from 7:30 a.m. to 8:30 a.m. and from 1:30 p.m. to 3:30 p.m. Proposed changes in Ordinance No. 247 would be to include the corner of South 4th and Oak Streets (northeast of the elementary school gymnasium) from the corner southward on the west side of Oak Street 73 feet from 7:30 a.m. to 8:30 a.m. and from 1:30 p.m. to 3:30 p.m. when school is in session. The third change would be to increase the number of handicapped parking spots directly in front of the elementary school doors from 2 to 4 parking spots. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

MOTION TO AMEND THE VARIOUS CITY OF LA CRESCENT ORDINANCES TO INCORPORATE THE PROPOSED CHANGES REGARDING PARKING AND SIGNAGE AROUND THE LA CRESCENT ELEMENTARY SCHOOL.

Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
John Graff	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

Member Buehler then made a motion, seconded by Member Graf as follows:

MOTION TO AUTHORIZE CITY ATTORNEY TO PREPARE THE ORDINANCES AND THAT A PRÉCIS FORMAT OF SAID ORDINANCES BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.2 – AMEND OPTION AGREEMENT – OAK STREET PROPERTY

City Administrator Waller gave an overview to Council regarding the October, 2013 Option Agreement with a developer for a parcel of property that the City owns adjacent to Oak Street. The current option is set to end on May 16, 2014, with the Buyer having at its sole discretion the right to extend the option for an additional 90 days beyond May 16, 2014. It was recommended to Council to amend the Option Agreement, and extend the 90 day period to the end of 2014. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

MOTION TO AMEND THE OPTION AGREEMENT WITH THE DEVELOPER FOR THE PARCEL OF PROPERTY THE CITY OWNS ADJACENT TO OAK STREET TO EXTEND THE 90 DAY EXTENSION PERIOD TO DECEMBER 31, 2014.

Upon a roll call vote taken and tallied by the City Administrator, Member John Graf abstained from voting and the following Members voted in favor thereof, viz;

Bernie Buehler	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member Greg Husmann voted against the same. The motion was declared duly carried by a 3-1 vote.

ITEM 3.3 – PLANNING COMMISSION MINUTES – APRIL 1 & 8, 2014

City Council reviewed the Minutes of the April 1 and April 8, 2014 Planning Commission meetings. Don Smith from the Planning Commission reviewed with Council the Planning Commission's recommendation regarding Senior Housing. It was recommended to Council to adopt the summary findings 1-8 relating to Senior Housing in the City of La Crescent. The Planning Commission made the following findings of fact:

1. There is a clear and evident need for Senior Housing in La Crescent.
2. That a developer with land and financing that does not require approvals exceeding a building permit could proceed on their own timetable.
3. That if a developer requires other approvals such as zoning, parkland, or TIF then a consensus of the type of desired project is essential.
4. A city supported project should include a range of housing types to serve our community with the approximate numbers of units: 36 independent living, 28 assisted living and 16 memory care. In addition it should be designed to serve non-resident needs like senior dining.

The reasons included:

- + Some forms of senior housing are more profitable than others so that they are best constructed together to avoid a developer from simply serving the most profitable need.
 - + A full range of housing allows seniors to 'age-in-place' without the need to relocate. The concept is embodied in the concept of 'communities for lifetime' and suggests attentiveness to programming as well as housing needs.
 - + Community is formed with more able finding purpose by assisting less able residents.
 - + There is a need for each of the types of housing.
 - + Such a design provides dining and socialization opportunities for non-resident seniors and congregate dining for independent seniors living in the facility.
 - + There are advantages to 'scale'. Larger facilities are able to provide a greater number of amenities such as transportation, programming and supportive services to frail and medically needy residents.
 - + A single project is desirable as multiple smaller projects would take more total available land in our City that already has insufficient land for residential housing
5. There is immediacy to the need for senior housing but the immediacy should not blind the city to long-term advantage of developing a project that might take longer to achieve but meet a great percentage of community need.

- + The discussion was of a balance between meeting the need and supporting a less desirable development. This could involve a choice of a less desirable location or waiting for a more desirable location. Or it could involve a choice between a development option that did not have the number of units, mix of units or desired amenities as are needed.
 - + The City has a role in helping to advance Senior Housing. This role is no different than any other high priority community development or economic development opportunities.
 - + This topic of how to get ‘what the community needs’ and ‘how to get it fast’ may lead to the greatest opportunity for tension as we move forward.
6. That the builder/designer, developer and facility operator are all important to a quality project. Each should be represented in presentations and evaluation of options.
 7. A for-profit senior housing project is anticipated.
 8. A central location for senior housing is desirable.
 - + There was considerable discussion about site and what ‘seniors desire’. There was general, but certainly not unanimous, agreement that a central location would be beneficial for no-resident seniors and could energize the Central Business District if located near or in the urban core. There was certain agreement that less-expensive rural land at the edge of town, though it was once the trend, is not desirable for La Crescent nor desired by our residents.
 - + The topic of the Timm land and Veterans Park was discussed. First a concept drawing should be refined to determine if the site is even feasible. It was acknowledged that the City Council would have to determine if parkland could be made available and if parkland used for Senior Housing should or must be replaced. This determination has many facets including uses that are in the approved Park and Recreation Plan and need that might come from displacing baseball diamonds if the Elementary School were to be relocated. Again, the City has a significant role in land discussions and evaluations.

Following discussion, Member Buehler made a motion, seconded by Member Graf, as follows:

MOTION TO ADOPT THE FINDINGS STATED IN THE APRIL 8, 2014 PLANNING COMMISSION MINUTES REGARDING SENIOR HOUSING IN THE CITY OF LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graff	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.4 – COMMUNITY/ECONOMIC DEVELOPMENT PROPOSAL

Council reviewed the contract for professional services with Terry Erickson to provide community/economic development service to the City. They also reviewed the two proposals that were received in response to the request for proposals. City Attorney Wieser gave an overview to Council. It was recommended to Council to approve the contract with Terry Erickson, and amend the 2014 general budget to reflect the costs associated with this position. Following discussion, Member Husmann made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE THE CONTRACT FOR PROFESSIONAL SERVICES WITH TERRY ERICKSON TO PROVIDE COMMUNITY/ECONOMIC DEVELOPMENT SERVICE TO THE CITY OF LA CRESCENT AND TO AMEND THE 2014 GENERAL BUDGET TO REFLECT THE COSTS ASSOCIATED WITH THIS POSITION.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.5 – REQUEST FOR PROPOSALS – TREES

City Administrator Waller reviewed with Council a request for proposals for trees that will be planted to replace the ash trees that are presently being removed. There are two different sizes of trees being proposed, 1½” trees that will be approximately 8-10’ tall and 2½” trees that will be approximately 12-16’ tall. It is proposed that the City, through grant funds, pay for the cost of the 1½” tree. The homeowners would be offered the opportunity to pay the added cost, estimated to be \$50 - \$75 per tree, for a larger sized tree. There are six varieties of trees being proposed and the City will attempt to accommodate all property owner requests, but would also like to seek diversifying the tree plantings. The possibility exists that the cost of the trees will exceed the grant funds that are available, and that a local contribution from the City may be required. It is recommended to Council to approve the request for proposals with the results being presented at the May 12, 2014 City Council meeting. Following discussion, Member Williams made a motion, seconded by Member Husmann, as follows:

MOTION TO APPROVE THE REQUEST FOR PROPOSALS FOR TREES THAT WILL BE PLANTED TO REPLACE THE ASH TREES THAT ARE PRESENTLY BEING REMOVED IN THE CITY OF LA CRESCENT WITH THE RESULTS OF THE REQUEST FOR PROPOSALS TO BE PRESENTED AT THE MAY 12, 2014 CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 – CALL FOR SPECIAL CITY COUNCIL MEETING

It was recommended to Council to call for a Special City Council Meeting on Thursday, May 15, 2014 that would be a joint meeting between City Council, the School Board, and Planning Commission as a follow-up to the February 6, 2014 joint meeting. Council also reviewed a draft of the agenda. Following discussion, Member Husmann made a motion, seconded by Member Graf, as follows:

MOTION TO CALL FOR A SPECIAL CITY COUNCIL MEETING ON THURSDAY, MAY 15, 2014 AT 6:00 P.M. THAT WOULD BE A JOINT MEETING BETWEEN CITY COUNCIL, THE SCHOOL BOARD, AND PLANNING COMMISSION AS A FOLLOW-UP TO THE FEBRUARY 6, 2014 JOINT MEETING.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

It was the consensus of the City Council to invite the La Crescent Township Board and also approve the format of the agenda.

ITEM 3.7 – PERSONNEL COMMITTEE RECOMMENDATION

Council reviewed the following recommendations from the Personnel Committee:

1. Effective May 31, 2014, appoint Doug Stavenau as the interim Police Chief.
2. Authorize to advertise the position of Police Chief. The application deadline would be May 30, 2014.
3. The Police Chief, Finance Director, and City Administrator, currently receive a 2½% City contribution to deferred compensation. Discontinue that benefit, and roll that benefit into new salary schedules. Copies of existing and proposed salary schedules were included.
4. Effective June 1, 2014, move the Finance Director from step 10 in the old salary schedule to step 3 in the new salary schedule.
5. Effective June 1, 2014, move the City Administrator from step 10 in the old salary schedule to step 5 in the new salary schedule.
6. The salary step for the Police Chief would be determined during the evaluation and selection process.

The City Attorney and City Administrator reviewed this recommendation with the City Council. Various Members in attendance at the meeting provided input. After reviewing a Comprehensive Classification and Job Study, the Personnel Committee is not presently recommending that course of action. The Personnel Committee evaluated salaries for the position of Police Chief, and based on that review is recommending

modifications to each of the department head salary schedules. Following discussion, Member Williams made a motion, seconded by Member Husmann, as follows:

MOTION TO APPROVE RECOMMENDATIONS 1-6 FROM THE CITY OF LA CRESCENT PERSONNEL COMMITTEE AS PROPOSED.

Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member John Graf voted against the same. The motion was declared duly carried by a 4-1 vote.

ITEM 3.8 – APPLEFEST 5K RUN/WALK

City Council reviewed a request from the Race Directors of the Applefest Scenic 5K Run/Walk to hold their 19th Annual 5K Run/Walk on Saturday, September 20, 2014, starting at 8:30 a.m. The race will start on Main Street across from Merchant's Bank and finish near the intersection of North Elm Street and McIntosh. The race route will remain the same as last year. They also requested the assistance from La Crescent Police Department and First Responders and stated had added protection of liability insurance. Following discussion, Member Husmann made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE THE RACE ROUTE FOR THE 19TH ANNUAL APPLEFEST SCENIC 5K RUN/WALK ON SEPTEMBER 20, 2014 WITH APPROVAL OF ASSISTANCE FROM LA CRESCENT POLICE DEPARTMENT AND FIRST RESPONDERS.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.9 – CHANGE DATE OF SECOND CITY COUNCIL MEETING IN MAY

Due to the Memorial Day holiday, it was recommended to Council to change the date for the second City Council Meeting in May to Tuesday, May 27, 2014, at 5:30 PM. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE CHANGING THE DATE OF THE SECOND LA CRESCENT CITY COUNCIL MEETING IN MAY TO TUESDAY, MAY 27, 2014 AT 5:30 PM DUE TO THE MEMORIAL DAY HOLIDAY ON MONDAY, MAY 26, 2014.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.10 – 2014 LOCAL STREET IMPROVEMENT PROJECT

Council reviewed the proposed 2014 local street improvement project. The streets that are proposed to be included in the project are as follows:

1. Lancer Blvd. – Intersection of South 14th Street to the south, including the cul-de-sac.
2. Willow Street – Intersection of Lancer Blvd. to intersection of South 14th Street.
3. Willow Street – Intersection of South 11th Street to intersection of South 12th Street.
4. South 11th Street – Intersection of Lancer Blvd. to Juniper Street.

The project as proposed, would be similar to the 2013 local street improvement project. The estimated project cost is \$150,000. There are funds in the 2014 general fund budget for this expenditure. There are 24 ash trees that are located in the right-of-way on Lancer Blvd, and it is proposed to add those trees to this year's ash tree removal project. There will be an added charge of \$10,000 to remove and replace those trees. Lance Blvd. was not originally planned to be included in this year's project but with the design change in the 2014 South 14th Street project, the City has additional funds to use towards the 2014 local street improvement project. This change will reduce the street improvement fund to approximately \$30,000. It is recommended to Council to approve the plan and outline specification, and authorize to advertise for bids. The bid results will be presented at the May 27, 2014 City Council Meeting. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE PLAN AND OUTLINE SPECIFICATION REGARDING THE 2014 LOCAL STREET IMPROVEMENT PROJECT, AND AUTHORIZE TO ADVERTISE FOR BIDS TO BE PRESENTED AT THE MAY 27, 2014 CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 8 – CHAMBER OF COMMERCE

There were no comments from the La Crescent Chamber of Commerce.

There being no further business to come before the Council at this time, Member Husmann made a motion, seconded by Member Graf, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
John Graf	Yes
Greg Husmann	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:37 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator